

## **R-14**

May 12, 2020

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

### **RECOMMENDATION:**

Adopt Specifications No. RFP PR19-122 and award a contract to Parkwood Landscape Maintenance, Inc., of Van Nuys, CA, to provide landscaping services for Queensway Bay, in an annual amount of \$657,889, with a 15 percent contingency in the amount of \$98,683, for a total annual contract amount not to exceed \$756,572, for a period of three years, with two one-year extension options, and a subsequent three-year term with two one-year extension options, at the discretion of the City Manager; and, authorize the City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary amendments; and,

Authorize City Manager, or designee, to execute all necessary documents to amend interim Munis Contract No. 32000595 with Greentech Landscape, Inc., of Whittier, CA, to continue providing grounds and landscape maintenance services for Queensway Bay, to increase the contract amount by \$160,947, for a revised total amount not to exceed \$260,947, for the current term of the contract to July 30, 2020. (District 2)

### **DISCUSSION**

City Council approval is requested to enter into a contract with Parkwood Landscape Maintenance, Inc. (Parkwood), for landscaping services for Queensway Bay, and to amend interim Munis Contract No. 32000595 with Greentech Landscape, Inc., for continued landscaping services, to allow for execution and transition to a new contract due to delays associated with the COVID-19 response.

The new contract will be used by the Parks, Recreation and Marine Department (PRM) and includes daily maintenance in the areas of Rainbow Harbor Marina, Rainbow Harbor Esplanade, Rainbow Lagoon, Shoreline Marina, Golden Shore, South Shore Launch Ramp, the dolphin fountain adjacent to the Aquarium of the Pacific, as well as additional sites located at Pier J, Pike Park, and the Alamitos Beach playground area near Junipero. The contract will also include the Alamitos Beach Concession when construction is complete.

The Request for Proposals (RFP) specifications were developed to identify a more accurate depiction of the services required for the upkeep and maintenance of the areas. The new contract illustrates the upgraded routine grounds and landscape services that are to be performed, expanded areas, as well as the optional and supplemental tasks to be completed

on an as-needed basis. The optional and supplemental tasks include future site development, plant installation and establishment, turf renovation, special event preparation and repairs. City Council approval of the requested action will ensure the service levels remain consistent during transition between contractors.

The RFP was advertised in the Long Beach Press Telegram on October 2, 2019, and 1,125 potential proposers specializing in landscape maintenance services were notified of the RFP opportunity. Of those proposers, 31 downloaded the RFP via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the sixth floor of City Hall, and the Purchasing Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which was sent to 29 local, minority and women-owned business groups. Three proposals were received on December 17, 2019. Of those three proposers, one was a Minority-owned Business Enterprise (MBE), none were certified Small Business Enterprises (SBEs), and none were Long Beach businesses (Local). The selection committee determined that Parkwood Landscape Maintenance, Inc., of Van Nuys, CA (MBE), was the most qualified proposer to provide these services.

### **Local Business Outreach**

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download RFP specifications. Through outreach, 30 Long Beach businesses were notified to submit proposals, of which one downloaded and none submitted a proposal. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Arturo D. Sanchez on April 27, 2020, Deputy Finance Director Sandy Tsang-Palmer on April 27, 2020, and by Revenue Management Officer Geraldine Alejo on April 27, 2020.

### **TIMING CONSIDERATIONS**

City Council action to adopt Specifications No. RFP PR19-122 and award a contract concurrently is requested on May 12, 2020, to allow a minimum of 45 days for the transition between contractors.

### **FISCAL IMPACT**

The revised total interim contract amount with Greentech Landscape, Inc., will not exceed \$260,947 for the period ending July 30, 2020. The contract increase amount of \$160,947 is budgeted in the Tidelands Operating Fund Group in the Parks, Recreation and Marine Department.

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The annual contract amount with Parkwood Landscape Maintenance, Inc., will not exceed \$756,572, inclusive of a 15 percent contingency of \$98,683. Of the total contract amount, \$482,839 is currently budgeted in the Tidelands Operating Fund Group in the Parks, Recreation and Marine Department. The remaining amount of \$273,733 is currently unbudgeted. The department will submit a request for appropriation in the Tidelands Operating Fund Group as part of the FY 21 budget process. Any work not currently budgeted will only proceed at such time that appropriation has been approved by the City Council. Due to unknown and possible budget constraints resulting from the unforeseen COVID-19 response, the requested contract will include provision language to allow the City to reduce and/or change service levels as necessary. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. The award of this contract will provide continued support to our local economy by assisting in the preservation of 12 employees residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "S.P. Scott", written over a horizontal line.

STEPHEN P. SCOTT  
INTERIM DIRECTOR OF PARKS, RECREATION AND MARINE

SS:EH:mk/vhd

APPROVED:

A handwritten signature in black ink, appearing to read "T. B. Modica", written over a horizontal line.  
THOMAS B. MODICA  
CITY MANAGER